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ABSTRACT

This text contains six chapters designed to help teachers and administrators plan vocational curricula. The chapters cover the following topics: teaching for meaning and relevance; assessing program viability; analyzing jobs and performance standards; planning curriculum and assessment; conducting progress evaluations; and applying teaching techniques for workplace success. The key chapters in the book include practice activities that program participants can complete either individually or in curriculum planning teams. The essential performance outcomes on which the book is based include the following: (1) prepare an occupational program profile based on research in four areas; (2) develop a program profile; (3) develop a curriculum plan; (4) develop a course profile; (5) analyze performance outcomes and determine the type of or combination of assessment strategies that will yield the best data for monitoring student learning; (6) develop assessment strategies that simulate workplace assessments and problem-solving situations; and (7) select and implement teaching techniques that can foster productive learning and nurture complex understandings. Six appendices contain the following: sample job information from the Occupational Outlook Handbook; surgical technician employer needs survey; sample budget summary for general secretary program; verbs related to specific kinds of learning; course performance and assessment plan; and examples of course performance assessments. Contains 27 references. (KC)

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